

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

MINUTES

SEPTEMBER 23, 2009

TOWN HALL CONFERENCE ROOM 1

- I. Call to Order – Mr. Bottalico, Chairperson, called the meeting to order at 3:47 pm.
- II. Roll Call – Members present: Mike Lenares, Tom Bowen, Steve Woods and Dan Carson. Others present: Robert Korpak, Director of Facilities Management; Lou Jachimowicz.
- III. Public Participation - None
- IV. Lower Level Project Status – Mr. Korpak presented a brief project status overview followed by the financial status of the project. The remaining project contingency is \$31,611. Mr. Korpak reviewed all encumbered items to date and presented a list of open change orders to be considered by the committee for approval. The listed change orders totaled 15,283. leaving a remaining contingency of 16,078. if approved. Mr. Korpak also reviewed the furniture quotes from three vendors to enable the furnishing of this new space. All vendors were given the same furniture layouts and seating requirements to establish a pricing baseline. The results of the quotes were shared with the committee as follows: Bell Office Furniture 25,996. (new furnishings) OFI furniture 31,986. (new furnishings) and Transfer Enterprises 11,840. (used furnishings). Mr. Woods questioned if this used furniture would be matching or look like “used furniture”. Mr. Korpak stated that yes; the furniture would be matching for the areas and was in very good condition. The committee requested Mr. Korpak to procure furniture from Transfer Enterprises.
- V. Mr. Korpak presented the financial results to the committee which shows a new contingency balance of 29,378. After furniture purchase and the addition of a funds transfer from Channel 14 budget of 15,300. and the addition of grant transfers in the amount of 10,000. to the building fund.

Mr. Bowen asked if any new security cameras were to be installed as part of the project. Mr. Korpak stated that none were included and pointed out there are existing cameras in the Lobby area. Mr. Bowen asked that cameras be considered as part of the project to be mounted within the new workspace hall

area. Mr. Korpak will obtain pricing for this work to present to the committee at the next meeting.

- VI. Consider and Take Action on Change Orders – Mr. Woods made a motion that the Town Hall Renovations Project Building Committee accept the proposed change orders as presented. Second by Mr. Bowen. The motion passed unanimously by a vote of 3 YES to 0 NO.
- VII. Any Other Business Pertinent to the Committee – None
- VIII. Public Participation – None.
- IX. Response to Public Participation – None.
- X. Adjournment – The meeting adjourned at 4:15 pm.

Respectfully submitted,

Robert Korpak
Director of Facilities Management.